



**Community Preservation
Committee**

TOWN OF ACTON
472 Main Street
Acton, Massachusetts 01720
Telephone (978) 264-9636
Fax (978) 264-9630
cpc@acton-ma.gov
www.acton-ma.gov

April 20, 2006

Mr. Lawrence A. Sorli
President
Iron Work Farm in Acton, Inc.
P.O. Box 1111
Acton, MA 01720-0111

Re: 2006 CPA Project Funding – Jones Tavern Roof and Gutters Replacement

Dear Mr. Sorli:

Congratulations to the Iron Work Farm in Acton on being a recipient of 2006 Community Preservation funds (CPA funds). Your effort and cooperation during this year's project selection process helped secure the overwhelming support at the Annual Town Meeting for the Community Preservation Committee's (CPC) spending recommendations. Voters agreed that each project is worthwhile and now they expect that each will be well executed. Before you move forward with the project, please pay close attention to the following important instructions and funding conditions:

- The Town contact person assigned to your project is Roland Bartl, Town Planner. All necessary documentation and communication with the Town regarding this project shall be directed to him.
- CPA funding for your project is available immediately following the release date of this letter, however:
- CPA funds shall be disbursed following project completion to your satisfaction and consistent with the project scope presented in your funding application, and after:

a) receipt by the Town contact person of an invoice by you for payment (or reimbursement) for completed services, including all back-up documentation and invoices for the entire project by the contractor(s) who performed the work;

c) the assigned staff person has verified that the conditions of this award letter have been met;

d) receipt by the Town contact person of proof that at least \$8,000 of non-CPA funding has been expended on the project; and

e) an executed amendment to the 2005 preservation restriction (or an amended restriction) reflecting the additional grant of CPA funds, in a form acceptable to Town Counsel.

CPA fund disbursements may also be made in installments after completion of project phases defined in a contract for services or purchase order, and subject to the aforesaid conditions.

- Payments will be made for the amount invoiced by the contractor(s), less the amount of non-CPA funding, up to \$41,000.
- Funds cannot be released until the Board of Selectmen has signed the Accounts Payable Warrant at a public meeting.
- Any significant changes to the project from what you represented in your application and during the project selection process shall require CPC approval. Please contact Roland Bartl, Town Planner (978-264-9636; rbartl@acton-ma.gov) to help determine what change is significant, and if necessary to schedule an appointment with the CPC.
- All work shall comply with the Standards for Rehabilitation set forth in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties, 36 C.F.R. Part 68.
- Upon full completion of the project, you must certify completion in writing to the assigned staff person. Once he receives your certification, your project account will be closed and no further funds shall be available for this project.
- Any CPA funds awarded to this project and not used upon project completion will be returned to the general CPA fund of the Town and made available for future appropriation by Town Meeting for other projects.
- Good publicity for your project is very important. It is exciting for Acton citizens to know where their CPA funds are being spent. It is also essential that the CPA remains strong at the State level. Therefore, the CPC asks that you make every effort to credit the source of this funding in promotional materials and with signs at the project location stating **"This project has been generously supported by the Town of Acton Community Preservation Fund."** If possible, submit a letter to the Beacon detailing how the funds have benefited your project.

The Community Preservation Committee would appreciate a notice when work on the project has commenced, periodic updates concerning the progress of your project, and especially upon completion. For updates or general questions please contact the CPC via email - cpc@acton-ma.gov, or by calling the Planning Department at (978) 264-9636. Finally, please sign and return to Roland Bartl, the attached acceptance form. Thank you for working in partnership with the CPC to make a significant and lasting difference in our Town.

Sincerely,



Matt Lundberg
Chair
Community Preservation Committee

cc: Board of Selectmen
Conservation Commission
Historical Commission
Planning Board
Acton Housing Authority
Roland Bartl, Town Planner
Karen Kukala, Assistant Finance Director

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**Re: 2006 CPA Project Funding – Jones Tavern Roof and Gutters Replacement;
up to \$41,000.**

Iron Work Farm in Acton, Inc., accepts the foregoing grant of Community Preservation funds and agrees to be bound by the conditions stated in this award letter.

Mr. Lawrence A. Sorli
President
Iron Work Farm in Acton, Inc.
P.O. Box 1111
Acton, MA 01720-0111

Dated: _____, 2006